

**IDAHO CERTIFIED SHORTHAND REPORTERS BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 8/1/2019**

**BOARD MEMBERS PRESENT:** Byrl Cinnamon - Chair  
Ryan Scott Lewis  
Darren B Simpson  
Susan G Gambee  
Susan P Israel

**BUREAU STAFF:** Kelley Packer, Bureau Chief  
Dawn Hall, Deputy Bureau Chief  
Nicholas Krema, General Counsel  
Rob McQuade, Legal Counsel  
Dicsie Gullick, Board Specialist

The meeting was called to order at 8:00 AM MDT by Byrl Cinnamon.

**BOARD CONTRACT**

Mr. Krema and Ms. Hall presented the Board contract. Judge Simpson made a motion to approve the contract and allow the Board Chair to sign. It was seconded by Mr. Lewis. Motion carried.

**PROPOSED LAWS AND RULES**

Ms. Gambee made a motion to adopt pending rules. It was seconded by Ms. Israel. Motion carried.

**OLD BUSINESS**

The Board reviewed the To Do List and no action was taken.

**SUBCOMMITTEE UPDATES**

Ms. Gambee presented the Board with changes to the Guidelines for Candidates taking the Idaho Certified Shorthand Reporter Examination. Ms. Israel made a motion to accept the revisions and post it to the web. It was seconded by Mr. Lewis. Motion carried.

**NEW BUSINESS**

**NEXT MEETING** will be scheduled as needed.

## **APPLICATION DRAFT REVIEW**

The Board reviewed a draft of the endorsement application. Ms. Gambee made a motion to accept the revised application and post it to the web. It was seconded by Judge Simpson. Motion carried.

## **DISCUSSION REGARDING APPLICATION PROCESS**

After discussion, Judge Simpson made a motion to delegate authority to the Board chair to review endorsement applications. It was seconded by Ms. Israel. Motion carried.

## **CORRESPONDENCE**

The Board reviewed correspondence from Ms. Fox regarding the Federal Certified Realtime Reporter (FCRR) exam. The Board directed the Bureau to respond with a letter explaining that the decision rested with the Supreme Court. Mr. Lewis made a motion to appoint a subcommittee of Mr. Cinnamon and Ms. Gambee to research and evaluate the FCRR exam to see if it can be used as an exam for license. It was seconded by Ms. Israel. Motion carried.

## **EXECUTIVE SESSION**

Judge Simpson made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. It was seconded by Ms. Gambee. The vote was: Judge Simpson, aye; Ms. Gambee, aye; Mr. Lewis, aye; Ms. Israel, aye; and Mr. Cinnamon, aye. Motion carried.

Mr. Lewis made a motion to come out of executive session. It was seconded by Ms. Israel. Motion carried.

## **APPLICATIONS**

Judge Simpson made a motion to approve the following for licensure:

DOYON LISA LYNN

SRL-1116

It was seconded by Ms. Israel. Motion carried.

## **ADJOURNMENT**

Ms. Gambee made a motion to adjourn the meeting at 8:52 AM MDT. It was seconded by Ms. Israel. Motion carried.

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Byrl Cinnamon, Chair

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Ryan Scott Lewis

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Darren B Simpson

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Susan G Gambee

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Susan P Israel

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Kelley Packer, Bureau Chief